

Retention and Classification Report

Agency: Department of Public Safety. Utah Highway Patrol. Section #15
(2456)
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Salt Lake City, UT 84119
965-4235

Records Officer Cindy Butterfield

83080 Truck inspection report

AGENCY: Department of Public Safety. Utah Highway Patrol. Section #15

SERIES: 83080

1

TITLE: Truck inspection report

DATES: 1998-

ARRANGEMENT: Chronological

ANNUAL ACCUMULATION: 1.00 cubic foot.

DESCRIPTION:

This record documents the inspection of large commercial trucks monitoring their maintenance, mechanical and safety standards. Information includes trucking company name and address, name of driver and driver license number, commodity being transported, consignor, consignee, contract or private carrier, tractor license number, placards, officers signature and badge number, and signature of the operator of the truck. Also includes a complete maintenance check list such as steering, tires, brakes, lights, suspension, air loss, wheels, fuel leaks, emergency equipment, air warning, load secured, and lugs. A copy of the inspection report is given to the vehicle operator. The official inspection report is retained by the Port of Entry Office.

RETENTION:

Retain 1 year.

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office for 1 year and then destroy.

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(continued)

APPRAISAL:

Administrative

PRIMARY CLASSIFICATION:

Public